

5 February 1993

MATERIEL CONTROL

(C-141)

1. **Objective.** As prescribed in AFR 8-10, this Air National Guard Manpower Standard (ANGMS) quantifies the full-time manpower requirement to accomplish the tasks described in the work center description.
2. **Authority.** Air National Guard (ANG) Regulation 66-14 contains ANG policy and procedural guidance for the Materiel Control work center. This ANGMS has been developed in accordance with procedures contained in AFR 25-5, 16 May 88. This ANGMS was developed using the functional review process.
3. **Applicability.** This standard applies to ANG C-141 Air Mobility Command gained flying units. This standard applies to peacetime operations only.
4. **Standard Data:**
 - a. **Classification.** Type III.
 - b. **Approval Date.** 4 Jan 93.
 - c. **Man-Hour Data Source.** Operational Audit (historical record and technical estimate techniques).
 - d. **Standard Man-Hour Equation.** $Y = 84.81 + 0.5425X_1 + 2.966X_2$.
 - e. **Workload Factor:**
 - (1) **Title:**
 - (a) X_1 . A Programmed Flying Hour.
 - (b) X_2 . A C-141 Aircraft Authorized.
 - (2) **Definition:**
 - (a) X_1 . The average monthly programmed flying hours.
 - (b) X_2 . The average monthly C-141 aircraft authorized.
- (3) **Source of Count:**
 - (a) X_1 . USAF Program Document (PD), Volume II, maintained by NGB/FM.
 - (b) X_2 . USAF Program Document (PD), Volume II, maintained by NGB/FM.
5. **Application Instructions:**
 - a. The valid man-hour range for this ANGMS is 220.40 through 367.34. Should the extrapolation limits be exceeded, see AFR 26-1, Volume 3, paragraph 1-20 for guidance.
 - b. The AF Form 1113, Standard Manpower Table, is an aggregate of total manpower by specialty title and Air Force Specialty Code (AFSC). The application instructions are as follows:
 - (1) Determine the values for the two workload factors (WLFs) identified in paragraph 4e.
 - (2) Substitute the appropriate WLF value into the man-hour equation for X_1 and X_2 .
 - (3) Divide the total man-hours by the current civilian man-hour availability factor to determine total requirements.
 - (4) Find the column in which the total number of authorizations fall; read up the column to determine manpower by AFSC.
 - c. Fractional manpower requirements resulting from application of this standard will not be aggregated.
6. **Statement of Conditions.** This work center's normal hours of operation are 8 hours a day, 5 days a week. There are no other standard of living constraints which affect the daily operation of this work center.

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2 Attachments
1. **Work Center Description**
2. **Standard Manpower Table**

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WORK CENTER DESCRIPTION**Materiel Control****(C-141)****DIRECT:****1. MAINTENANCE SUPPLY MANAGEMENT:**

1.1. MANAGES MAINTENANCE SUPPLY ACTION. Manages maintenance supply action by receiving, reviewing, and distributing base supply computer output product to determine problem area. Coordinates with supply maintenance official to resolve problem.

1.2. PREPARES LETTER TO SUPPLY. Prepares and submits supply difficulty letter, Due-In Transfer letter, Mission Capability (MICAP) change letter, cancellation request for supply/equipment item, upgrade/downgrade request, and supply assistance request on estimated date of delivery.

1.3. PERFORMS DUE-IN FROM MAINTENANCE (DIFM) RECONCILIATION. Performs, in coordination with supply and maintenance activity official, the Quarterly DIFM Reconciliation.

1.4. VERIFIES NEED:

1.4.1. CONFIRMS REQUISITION. Contacts the maintenance activity and maintenance control to verify actual need, checks part number, stock number, and technical order reference for item requisitioned to ensure accuracy.

1.4.2. DOCUMENTS VERIFICATION. Processes AF Form 2414, Verification Worksheet, to document verification.

1.4.3. CONFIRMS STATUS. Confirms Not Mission Capable Supply (NMCS) and Partial Mission Capable-Supply (PMCS) by contacting Maintenance Control and MICAP Management Section to confirm NMCS and PMCS start/stop time.

1.4.4. OBTAINS ASSET. Determines availability and issues asset.

1.4.5. FOLLOWS-UP NMCS AND PMCS. Updates AF Form 2414, updates visual aid by posting change, and enters supply document number into Maintenance Management Information and Control System.

1.5. CONTROLS CRITICAL ITEM. Reviews supply computer printout to determine action taken on item identified as "Air Logistics Center critical," "C Base Management," or "Requirement Critical," and determines item for deletion/addition.

1.5.1. REVIEWS R29 REPORT, PROBLEM ITEM/CRITICAL ITEM LISTING.

1.5.2. REVIEWS DO4 REPORT, DAILY DOCUMENT REGISTER.

1.5.3. REVIEWS R26 REPORT, DAILY DIFM LISTING.

1.5.4. REVIEWS D19 REPORT, AWAITING PARTS VALIDATION (AWP) LISTING.

1.6. PROGRAMS REQUIREMENT:

1.6.1. REVIEWS REQUISITION. Reviews completed Equipment Action Request, AF Form 601, for correctness.

1.6.2. PERFORMS FOLLOW-UP ON REQUISITION. Performs follow-up to determine supply action.

1.7. JUSTIFIES BENCH STOCK AND SUPPLY SPECIAL LEVEL:

1.7.1. COORDINATES LISTING. Coordinates with maintenance activity supervisor to establish initial spares support list and initial bench stock listing. Forwards list to supply.

1.7.2. REVIEWS LISTING. Accomplishes the semiannual bench stock review to ensure adequate bench stock level, reviews the SO4, Organization Bench Stock Listing, and recomputes bench stock level.

1.7.3. ESTABLISHES SUPPLY SPECIAL LEVEL. Prepares and submits AF Form 1996, Adjusted Stock Level.

1.7.4. PERFORMS FOLLOW-UP. Performs follow-up to determine adequacy of supply action on bench stock item.

1.8. PROCESSES TIME CHANGE ITEM (TCI) REQUIREMENT:

1.8.1. REVIEWS TCI REQUIREMENT. Reviews AFTO Form 223, Time Change Requirement Forecast.

1.8.2. ADVISES SUPPLY. Consolidates forecast requirement and forwards to base supply.

1.8.3. COORDINATES ISSUE OF TCI. Notifies Plans, Scheduling, and Documentation of availability of TCI; prepares issue request, and arranges for delivery or storage of TCI.

1.8.4. PERFORMS FOLLOW-UP. Performs follow-up to determine current status of NMCS and PMCS reportable TCI nonavailable from supply.

1.9. PROCESSES TIME-COMPLIANCE TECHNICAL ORDER (TCTO) MATERIAL REQUIREMENT:

1.9.1. MONITORS TCTO KIT STATUS. Reviews the TCTO availability notice to determine kit status and assigns appropriate supply priority to kit due-in.

1.9.2. COORDINATES TCTO KIT ISSUE AND DELIVERY. Coordinates with supply TCTO unit to effect issue and delivery of kit. Reconciles difference between the supply and maintenance TCTO program requirement.

1.10. MAINTAINS DELAYED DISCREPANCY FILE:

1.10.1. UPDATES DELAYED DISCREPANCY FILE. Updates, reviews, and purges the delayed discrepancy due to parts file. Documents unsatisfied urgency of need "A" and "B" requisition on AF Form 2414.

1.10.2. MONITORS DUE-OUT STATUS. Travels daily to collect due-out status notification to effect a computer product which facilitates part availability review and accomplishes review of status.

1.10.3. RECONCILES DELAYED DISCREPANCY DIFFERENCE. Checks aerospace vehicle AFTO Form 781a, Maintenance Discrepancy and Work Document, to reconcile difference in delayed discrepancy reflected with parts listed on the Priority Monitor and Due-Out Validation Report (D18) and the DO4 Report.

1.10.4. OPERATES TAIL NUMBER BIN. Stores and issues due-out released part in aerospace vehicle tail number bin and notifies supply on DIFM asset location change.

1.11. UPDATES QUICK REFERENCE LIST (QRL). Receives, reviews, and updates QRL.

1.12. PROCESSES REPAIR CYCLE ASSET:

1.12.1. RECEIVES ASSET. Receives asset, signs asset receipt for maintenance or supply, checks asset against accompanying documentation, and verifies AFTO Form 350, Repairable Item Processing Tag, for current entry and completion.

1.12.2. ACCOUNTS FOR ASSET. Reports current repair cycle asset location/status and completes AF Form 1998, Base Supply System Card.

1.12.3. SCHEDULES ASSET SHOP ACTION. Reviews the R26 report and assigns asset repair priority.

1.12.4. ROUTES ASSET. Routes asset to appropriate location by traveling to pick up and delivery point.

1.12.5. PROCESSES TURNAROUND TRANSACTION (TRN) ITEM. Processes item repaired and returned. Coordinates with the Base Supply TRN monitor to ensure that effective procedures are established and to resolve problem. Processes TRN AFTO Form 350 Part II to the Base Supply TRN monitor. Maintains local record of AFTO Form 350 Part II and reviews the DO4 Report to follow-up on TRN action.

1.12.6. MAINTAINS SUPPLY AND MAINTENANCE RECORD COMPATIBILITY. Reviews, updates, and corrects the D19 Report. Ensures supply and maintenance record on DIFM asset status is compatible.

1.13. PROCESSES LOCAL MANUFACTURE ITEM:

1.13.1. ESTIMATES LOCAL MANUFACTURE COST. Prepares and forwards material and labor requirement.

1.13.2. MAINTAINS FILE. Maintains drawing, specification, and work order file.

1.13.3. PREPARES ISSUE REQUEST. Prepares and submits AF Form 2005, Issue/Turn-In Request, for material required for local manufacture requested item.

1.13.4. RECEIVES, STORES, AND ISSUES MATERIAL. Receives, stores, and issues material ordered for local manufacture by job control number.

1.13.5. SUBMITS DOCUMENTATION TO BASE SUPPLY UPON COMPLETION. Submits documentation for requisition due-in to Base Supply Receiving Section.

1.13.6. REVIEWS R32 REPORT, LOCAL MANUFACTURE VALIDATION LIST. Reviews R32 Report and submits change or updates status for local manufacture.

1.14. MONITORS SUPPLY ASSET FUNCTIONAL CHECK:

1.14.1. PREPARES LIST. Prepares supply asset list requiring functional check and forwards to Base Supply Inspection.

1.14.2. DELIVERS ITEM. Delivers item to and picks up from appropriate shop.

1.15. PROCESSES EXPENDABLE ITEM TURN-IN.

1.16. MONITORS SPECIAL PURPOSE RECOVERABLE AUTHORIZED MAINTENANCE ITEM.

2. UNIT TRAINING ASSEMBLY (UTA) AND MOBILITY REQUIREMENT. Performs planning/scheduling task associated with preparation for UTA weekend and mobility requirement.

INDIRECT: Indirect work involves those tasks that are not readily identifiable with the work center's specific product or service. The major categories of standard indirect work are Supervision, Administration, Meeting, Training, Supply, Equipment Maintenance, and Cleanup. See AFMS 00AA for the standard indirect description.

STANDARD MANPOWER TABLE											
WORK CENTER/FAC			APPLICABILITY MAN-HOUR RANGE								
Materiel Control/21220A			220.40 - 367.34								
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT								
Maint Scheduling	392X0	CIV	2	3							
TOTAL			2	3							
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT								
TOTAL											